**Transaction**: PT\_BAL00 **Variant**: 00\_PP\_HOURS

Title: Not Enough Hours Keyed for PP

**Description**: Used to report on the employees with no hours keyed for the current pay period. This message is created from Time Evaluation. The report will display a list of employees that do not have time keyed. Positive time employees will be listed with a description of No Time Recorded and Exception Time employees will be listed with a description of Switch Time Card Required.

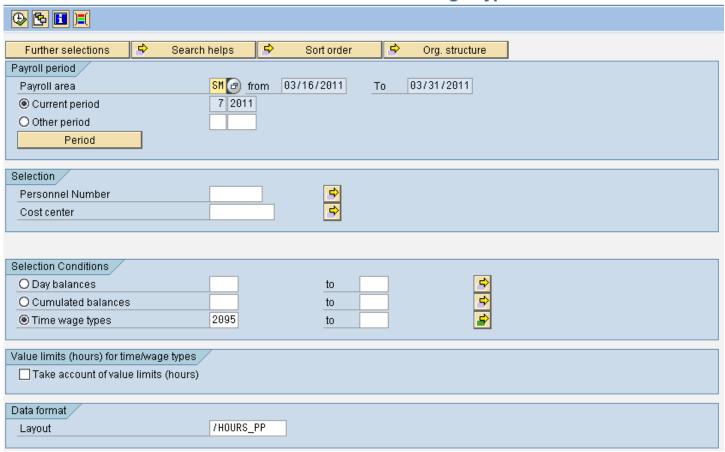
**Get Variant:** Select the Evaluated Time variant by clicking on the get variant button from the menu bar. This variant will default the selection dates to the current pay period and include certain time wage types relevant to this report.

## Cumulated Time Evaluation Results: Time Balances/Wage Types



**Execute Report:** Enter the cost center or personnel number(s) if applicable, select execute. If no selection criterion is entered, the report will take some time to run.

## Cumulated Time Evaluation Results: Time Balances/Wage Types



## **Sample Report:**

